



**DEPARTMENT OF THE NAVY**

U.S. NAVAL SUPPORT ACTIVITY, NAPLES, ITALY  
PSC 817 BOX 1  
FPO AE 09622-0001

5720  
Ser N01J/  
19 Dec 22

Mr. Ali Razi  
209 Aston Grande Dr  
Daytona Beach, FL 32124

Dear Mr. Razi:

**SUBJECT: FREEDOM OF INFORMATION ACT REQUEST**

I am the official responsible for processing your Freedom of Information Act (FOIA) requests of October 26, 2022 and assigned to Naval Support Activity Naples, Staff Judge Advocate Office on October 28, 2022. This responds to the following four requests you submitted on or around that date that were assigned tracking numbers DON-NAVY-2023-001019, DON-NAVY-2023-001014, DON-NAVY-2023-001013, and DON-NAVY-2023-001018:

Advertisement number ST-11616150-22-JCL, Control number 67562100, Dates for posting 22AUG2022to 02SEP2022/ GS14 Capodichino, Italy

1. All emails between Fire Chief and Human Resources regarding posting, scoring, advertisement, and justification for position.
2. All score sheets involved in hiring process.
3. Emails from Selection Advisory Board for positions.
4. Notes taken during interviews maintained by Human Resources Department.

Advertisement number ST-11549740-22-KN, Control number 662102400, Dates for posting 28JUN2022to 07JUL2022/ GS8 Naples, Italy.

1. All emails between Fire Chief and Human Resources regarding posting, scoring, advertisement, and justification for position.
2. All score sheets involved in hiring process.
3. Emails from Selection Advisory Board for positions.
4. Notes taken during interviews maintained by Human Resources Department.

Advertisement number ST-11186354-21-DJR, Control number 609388100, Dates for posting 02AUG2021 to 06AUG2021/ GS8 Naples, Italy.

1. All emails between Fire Chief and Human Resources regarding posting, scoring, advertisement, and justification for position.
2. All score sheets involved in hiring process.
3. Emails from Selection Advisory Board for positions.
4. Notes taken during interviews maintained by Human Resources Department.

Advertisement number ST-11587727-22-JCL, Control number 668729200, Dates for posting 11AUG2022to 12AUG2022/ GS9 Naples, Italy.

1. All emails between Fire Chief and Human Resources regarding posting, scoring, advertisement, and justification for position.

## SUBJECT: FREEDOM OF INFORMATION ACT REQUEST

2. All score sheets involved in hiring process.
3. Emails from Selection Advisory Board for positions.
4. Notes taken during interviews maintained by Human Resources Department.

Please be advised that, pursuant to procedures established in Secretary of the Navy Instruction (SECNAVINST) 5720.42F, our search for responsive records encompassed all records in existence as of the date you submitted your request. Please also note, in accordance with Navy policy, all fees are waived.

Search for records included files maintained by the Navy Fire Department Naples, the Human Resources Office, and individuals who served on the Selection Advisory Board. We identified the following responsive records: emails and documents generated by the Navy Fire Department and the Human Resources Office. The documents are provided with redactions or denied in their entirety pursuant to the following FOIA exemptions: Exemption b(2) which protects from disclosure records that "relate solely to the internal personnel rules and practices of an agency;" exemption (b)(5) which protects information pursuant to the deliberative process privilege; and exemption (b)(6) which exempts the disclosure of information which would constitute a clearly unwarranted invasion of personal privacy. Additionally, a total of 2 pages of responsive documents have been completely denied pursuant to FOIA (b)(2), which protects records that are related solely to the internal personnel rules and practices of an agency.

My review included consideration of the "foreseeable harm standard," which provides that a federal agency may withhold responsive records only if it reasonably foresees that disclosure would harm an interest protected by one of the nine exemptions that FOIA enumerates or if disclosure is prohibited by law. I carefully considered the foreseeable harm of releasing the protected information against the public interest in disclosure, and find release unwarranted. Specifically, I found the names, identifying information, and other personal information of individuals would subject these personnel to a wholly unwarranted invasion of privacy. Their names and contact information provide no further public interest sufficient to outweigh their expectation of privacy. Additionally, some of the documents contain deliberative information, of which release would negatively impact the ability of government employees to discuss policy and agency decisions freely and openly before coming to a decision. Finally, I considered the foreseeable harm in releasing any records pertaining to the job hiring process. Release of such information would provide insight into the interview techniques such as frequent questions and classification rules which would provide an unfair advantage in the hiring process if revealed. As such, this particular type of information will not be released.

Should you disagree with this response, you have the right to appeal. The appeal must be received (*i.e.*, post-marked if by mail, "sent" if by email, submitted if by FOIAonline) within 90 calendar days from the date of this response. There are two ways to file an appeal: through FOIAonline or by mail.

a. FOIAonline. To file online, you must set up an account on FOIAonline before submitting the request for an appeal. To set up an account, visit FOIAonline (this website will appear as the top hit if you search the internet for "FOIAonline"), click "Create Account," enter your data into the field that appears, and click "Save" at the bottom left of the page. With your account created, you may then file an appeal on FOIAonline to any request you file on FOIAonline thereafter. To file, locate your request (enter a key word or the request tracking

SUBJECT: FREEDOM OF INFORMATION ACT REQUEST

number in the “Search for” field on the “Search” tab), click on it, then “Create Appeal” tab in the left-hand column. Complete the subsequent field, click “Save,” and FOIAonline will submit your appeal.

b. By mail. Address your appeal to:

The Judge Advocate General (Code 14)  
1322 Patterson Avenue SE, Suite 3000  
Washington Navy Yard, DC 20374-5066

Should you appeal by mail, be sure to mark the envelope “FOIA appeal” and include in the envelope, the following:

a. Letter requesting an appeal that explains what you are appealing with supporting arguments or justifications you deem worthy of consideration;

b. Copy of your initial request; and

c. Copy of the denial letter.

Additionally, please provide me a copy of your appeal letter at U.S. Naval Support Activity, Office of the Staff Judge Advocate, PSC 817 BOX 1, FPO AE 09622-0001.

Alternatively, you may mail the appeal to the Department of the Navy (DON) General Counsel (GC) if appropriate (the Office of the GC generally handles issues outside those relating to the uniformed service). That address is as follows: Department of the Navy, Office of the General Counsel, 1000 Navy Pentagon, Room 5A532, Washington, DC 20350-1000.

Should you have questions about this process, please contact me at 011-39-081-568-5360 or DSN 314-626-5360 or e-mail: [sja\\_nsa\\_naples@eu.navy.mil](mailto:sja_nsa_naples@eu.navy.mil). You may also contact the DON FOIA Public Liaison, Christopher Julka, at: [christopher.a.julka@navy.mil](mailto:christopher.a.julka@navy.mil), via phone: (703) 697-0031, or the Office of Government Information Services (OGIS) which offers a voluntary mediation process for resolving disputes between persons making FOIA requests and the DON. For more information, go to <https://www.archives.gov/ogis/about-ogis/contact-information>.

Sincerely,



J. M. JANES  
Lieutenant, U.S. Navy  
Staff Judge Advocate  
By direction of the  
Commanding Officer